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Mayor

MELANIE NUTTER
Director

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**City and County of San Francisco
Regular Meeting Notice and Agenda for the
Urban Forestry Council
Funding Committee**

**Tuesday, October 8, 2013, 4:00 p.m.
City Hall, Room 421
San Francisco, CA 94102**

Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short,

Order of Business

Public comment will be taken before the Council takes action on any item.

- 1. Call to Order and Roll Call.**
- 2. Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
- 3. Urban Forestry Council Two Year Work Plan.** The committee will discuss the adopted two-year Strategic Plan goals that are within the committee purview and begin to develop a detailed two year work plan with action items, identify associated metrics to track success of each action item, and identify resources needed to achieve success, including Urban Forestry Council member roles and requested staffing support from the Department of the Environment. (Explanatory Document: Urban Forestry Council Strategic Plan.) (Discussion and Action)
- 4. New Business/Future Agenda Items.** (Discussion)
- 5. Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
- 6. Adjournment.**

The next Funding Committee meeting is scheduled for Tuesday, December 10, 2013 at 4:00 p.m., City Hall, Room 421.

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agenda item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the

Department of the Environment, City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103
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comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

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1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

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Know your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: soff@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

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<http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas>

with each agenda or meeting minutes, (3) upon request to the Council Secretary at the above address, telephone number 415-355-3709, or via e-mail at Monica.Fish@sfgov.org within three business days of a meeting. If any materials related to an item on this agenda have been distributed to the Funding Committee after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments to the agenda or meeting minutes.

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Posted: October 2, 2013





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**City and County of San Francisco
Urban Forestry Council
Funding Committee
Approved Minutes**

**Tuesday, October 8, 2013, 4:00 p.m.
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Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short,

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Order of Business

Public comment will be taken before the Council takes action on any item.

- 1. Call to Order and Roll Call.** The Urban Forestry Council Funding Committee meeting convened at 4:01 p.m. Present: Members Most (Chair), Flanagan, Kida, Sherwin (arrived late), Short (4:03 p.m.).
- 2. Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
- 3. Urban Forestry Council Two Year Work Plan.** The committee will discuss the adopted two-year Strategic Plan goals that are within the committee purview and begin to develop a detailed two year work plan with action items, identify associated metrics to track success of each action item, and identify resources needed to achieve success, including Urban Forestry Council member roles and requested staffing support from the Department of the Environment. (Explanatory Document: Urban Forestry Council Strategic Plan.) (Discussion and Action)

Members discussed the Adopted Two Year Strategic Plan goal, "Increase funding for the urban forest" and associated sub-goals, including why these issues need to be addressed and possible two-year work plan items.

Sub-goal A: Initiate a "Funding Clearing House" for City Departments

Issues: Need to increase collaboration and coordination among urban forest stakeholders. Grant applications will be stronger if they show collaboration. Possible need to address competition.

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Potential Work Plan items:

- Request/convene quarterly meetings with development officers and grant writers from various departments and non-profits, including SFE, DPW, PUC, RPD, GGNRA, Presidio Trust, FUF, Parks Alliance, Trust for Public Land.
- Work with development officers to create a calendar of major grant cycles
- Gather info from UF stakeholders to create a cohesive database on grant applications and those that were successful to track success
- Invite speakers from major granting organizations to educate and strengthen applications (e.g. CalFire, Strategic Planning)
- Develop guidelines to determine how the UFC will engage in resolution of a potential conflict, when the UFC will provide support to grant applications, and how the UFC will provide support to grant applications.
- One or two UFC members will help support meetings

Sub-goal b: Play a leadership role in supporting other efforts to generate funding.

Issues: Funding for urban forestry programs is inadequate. Funding to support the UFC's work is inadequate; the UFC's budget has been possibly cut by the BOS, not departments; current budget is \$75K with \$25L each from PUC, Planning, and RPD. FUF is currently engaged in a public education campaign for forestry funding needs; if it polls well, it may lead to a November 2014 revenue generating ballot measure.

Potential Work Plan items:

- Support FUF education campaign, with the goal of increasing public opinion in support by about 3% - from the current 64% to >67%. Timeline - through April 2014
- Review, provide feedback on, and endorse the Urban Forest Master Plan from the Planning Department. Timeline - once public draft is available, through Spring 2014
- Influence Board of Supervisors Budget Process: have UFC adopt a position, and have members take it to Supes budget meetings
- Influence Department Budget Processes: Ask UFC members keep us up to date on department budget timeline. Send members to lobby for funding for urban forest and UFC.
- Develop a funding goal for the UFC, including potentially asking for an increase to funding levels.

Next Steps:

- Report to full council and get input and additional work plan items to consider
- Finalize and prioritize work plan items, begin to create calendar
- Create metrics for each work plan item to track success
- Provide competed two-year work plan draft to full council for review and adoption.

4. New Business/Future Agenda Items. (Discussion)

- a. Figure out a timeline and metrics, and finalize work plan at the next meeting.

5. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
- There were no public comments.
 -
6. **Adjournment.** The Urban Forestry Council Funding Committee meeting adjourned at 5:28 p.m.

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Approved: December 10, 2013





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Regular Meeting Notice and Agenda for the
Urban Forestry Council
Funding Committee**

**Tuesday, December 10, 2013, 4:00 p.m.
City Hall, Room 421
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Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short

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Order of Business

Public comment will be taken before the Council takes action on any item.

1. **Call to Order and Roll Call.**
2. **Approval of Minutes of the October 8, 2013 Urban Forestry Council Funding Committee Meeting.** (Explanatory Document: October 8, 2013 Meeting Draft Minutes) (Discussion and Action)
3. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
4. **Urban Forestry Council Two Year Work Plan.** The Committee will discuss the adopted two-year Strategic Plan goals that are within the Committee purview and finalize a two-year work plan to recommend to the full Council for adoption. The two-year work plan will include action items, identify associated metrics to track success of each action item, and identify resources needed to achieve success, including Urban Forestry Council member roles and requested staffing support from the Department of the Environment. (Explanatory Documents: Urban Forestry Council Two Year Strategic Plan, Strategic Plan Work Plan Schedule, Draft Urban Forest Plan Actions, and Draft Implementation Strategy Tasks) (Discussion and Action)
5. **New Business/Future Agenda Items.** (Discussion)
6. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
7. **Adjournment.**

The next Funding Committee meeting is scheduled for Tuesday, January 14, 2013 at 4:00 p.m., City Hall, Room 421.

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Posted: December 4, 2013





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**City and County of San Francisco
Urban Forestry Council
Funding Committee
Draft Minutes**

**Tuesday, December 10, 2013, 4:00 p.m.
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Order of Business

Public comment will be taken before the Council takes action on any item.

1. **Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 4:00 p.m. Present: Members Flanagan, Kida, Most, Sherwin, Short.
2. **Adoption of Minutes of the October 8, 2013 Urban Forestry Council Funding Committee Meeting.** (Explanatory Document: October 8, 2013 Approved Minutes) (Discussion and Action) Upon Motion by Member Short, second by Member Kida, the October 8, 2013 Draft Minutes were approved without objection (AYES: Members Flanagan, Kida, Most, Sherwin, Short).
3. **Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. There was no public comment at this time.
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The Committee discussed the Two Year Work Plan making some alterations to work items and metrics, including: 1) recommending changes to the Urban Forest Master Plan Implementation Strategy that relates to the Urban Forestry Council work, and requested that Mei Ling convey

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those recommended changes to the Planning Department; 2) discussing a possible source of grant funding from PG&E for future projects; 3) discussing follow up tasks, including requesting the Mayor's office provide a presentation on the budget process in the first quarter of next year. At the end of the discussion the committee requested that staff complete edits to the Two Year Work Plan and approved the updated Work Plan for discussion and adoption at the next full Council meeting.

5. **New Business/Future Agenda Items.** (Discussion) Committee members discussed contact with the Mayor's Budget office and potential future speakers for Urban Forestry Council meetings.
6. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
7. **Adjournment.** The Urban Forestry Council meeting adjourned at 5:10 p.m.

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Approved:

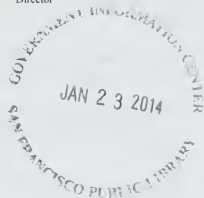

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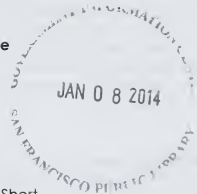


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- 3. Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
- 4. Capital Planning Process Presentation:** Brian Strong, Director of the City's Capital Planning Program, will outline the Capital Planning Process. (Discussion)
- 5. Discussion of Contact with Mayor's Office.** Member Most will report on contact with Mayor's office regarding a budget presentation. (Discussion)
- 6. Discussion of Potential Future Speakers to the Urban Forestry Council.** The Committee will discuss potential future speakers to the Urban Forestry Council. (Discussion)
- 7. New Business/Future Agenda Items.** (Discussion)
- 8. Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
- 9. Adjournment.**

The next Funding Committee meeting is scheduled for Tuesday, February 11, 2014 at 4:00 p.m., City Hall, Room 421.

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The Urban Forestry Council Funding Committee meeting will be held at City Hall, Room 421, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA, 94102. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

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Know your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

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Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

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Other Important Information

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Posted: January 8, 2014




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 EDWIN M. LEE
Mayor

 MELANIE NUTTER
Director

City and County of San Francisco
Urban Forestry Council
Funding Committee
Draft Minutes

Tuesday, January 14, 2014, 4:00 p.m.
City Hall, Room 421
San Francisco, CA 94102

JAN 24 2014

Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short,

Order of Business

Public comment will be taken before the Council takes action on any item.

1. Call to Order and Roll Call.

The Urban Forestry Council meeting convened at 4:05 p.m. Present: Council Members Flanagan (left at 5:10 p.m.), Most, Sherwin (arrived late), Short. Absent: Member Kida.

2. Approval of Minutes of the December 10, 2013 Urban Forestry Council Funding Committee Meeting. (Explanatory Document: December 10, 2013 Funding Committee Meeting Draft Minutes) (Discussion and Action)

Upon Motion by Member Short, second by Member Flanagan, the December 10, 2013 Meeting Minutes were approved. (Ayes: unanimous.)

3. Public Comments: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

There was no public comment at this time.

4. Capital Planning Process Presentation: Brian Strong, Director of the City's Capital Planning Program, will outline the Capital Planning Process. (Discussion)

Kaitlyn Connors, Assistant Director of the Capital Planning Program, in the place of Brian Strong spoke to the Funding Committee. She described the Capital Funding Plan development process, the membership of the Capital Funding Committee, where street trees fit into the Capital funding

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plan, and opportunities for the Urban Forestry Council to have a voice in the Plan development process.

Public Comment: One member of the public asked what department Ms. Connors represented.

- 5. Discussion of Contact with Mayor's Office.** Member Most report on contact with Mayor's Office regarding a budget presentation. (Discussion)

Member Most reported that he had been in contact with the Mayor's Office but did not have an answer yet. (There was no public comment.)

- 6. Discussion of Potential Future Speakers to the Urban Forestry Council.** The Committee will discuss potential future speakers to the Urban Forestry Council. (Discussion)

The Committee discussed the possibility of having a speaker from the tech industry to discuss "Crowdsourcing 101." Also the possibility of contacting persons involved in Los Angeles, Sacramento, or the ABA's Million Trees Programs. Member Flanagan agreed to contact Jimmy Scheid at CalFire. (There was no public comment.)

- 7. New Business/Future Agenda Items.** (Discussion)

No new business items were added to future agendas. (There was no public comment.)

- 8. Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. (There was no public comment.)

- 9. Adjournment.** The Funding Committee meeting adjourned at 5:15 p.m.

The next Funding Committee meeting is scheduled for Tuesday, February 11, 2014 at 4:00 p.m., City Hall, Room 421.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for entry to the building; (2) or may be available at the Funding Committee's meeting website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas> posted with each agenda or meeting minutes, or 3) upon request to the Council Secretary at the above address, telephone number 415-355-3709, or via e-mail at Monica.Fish@sfgov.org. Audio recordings of all meetings can be accessed at the following website <https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios>.

Approved:



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EDWIN M. LEE
Mayor

DAVID ASSMANN
Acting Director

**City and County of San Francisco
Urban Forestry Council
Funding Committee
Approved Minutes**

**Tuesday, January 14, 2014, 4:00 p.m.
City Hall, Room 421
San Francisco, CA 94102**

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MAY 21 2014

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Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short,

Order of Business

Public comment will be taken before the Council takes action on any item.

1. Call to Order and Roll Call.

The Urban Forestry Council meeting convened at 4:05 p.m. Present: Council Members Flanagan (left at 5:10 p.m.), Most, Sherwin (arrived late), Short. Absent: Member Kida.

2. Approval of Minutes of the December 10, 2013 Urban Forestry Council Funding Committee Meeting. (Explanatory Document: December 10, 2013 Funding Committee Meeting Draft Minutes) (Discussion and Action)

Upon Motion by Member Short, second by Member Flanagan, the December 10, 2013 Meeting Minutes were approved. (Ayes: unanimous.)

3. Public Comments: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

There was no public comment at this time.

4. Capital Planning Process Presentation: Brian Strong, Director of the City's Capital Planning Program, will outline the Capital Planning Process. (Discussion)

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Public Comment: One member of the public asked what department Ms. Connors represented.

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The Committee discussed the possibility of having a speaker from the tech industry to discuss "Crowdsourcing 101." Also the possibility of contacting persons involved in Los Angeles, Sacramento, or the ABA's Million Trees Programs. Member Flanagan agreed to contact Jimmy Scheid at CalFire. (There was no public comment.)

7. **New Business/Future Agenda Items.** (Discussion)

No new business items were added to future agendas. (There was no public comment.)

8. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. (There was no public comment.)

9. **Adjournment.** The Funding Committee meeting adjourned at 5:15 p.m.

The next Funding Committee meeting is scheduled for Tuesday, February 11, 2014 at 4:00 p.m., City Hall, Room 421.

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Approved: May 13, 2014



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EDWIN M. LEE
Mayor

DAVID ASSMANN
Acting Director

**City and County of San Francisco
Regular Meeting Notice and Agenda for the
Urban Forestry Council
Funding Committee**

**Tuesday, February 11, 2014, 4:00 p.m.
City Hall, Room 421
San Francisco, CA 94102**

Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short

Order of Business

Public comment will be taken before the Council takes action on any item.

- 1. Call to Order and Roll Call.**
- 2. Approval of Minutes of the January 14, 2014 Urban Forestry Council Funding Committee Meeting.**
(Explanatory Document: January 14, 2014 Funding Committee Meeting Draft Minutes) (Discussion and Action)
- 3. Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
- 4. Discuss Status of Interagency Grant Working Group:** The Committee will discuss the status of the interagency grant working group. (Discussion)
- 5. Discuss Role of the Urban Forestry Council in Urban Forest Program Funding.** The Committee will discuss and define the role of the Urban Forestry Council in Urban Forest Program Funding per the Urban Forestry Plan. (Discussion)
- 6. New Business/Future Agenda Items.** (Discussion)
- 7. Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
- 8. Adjournment.**

The next Funding Committee meeting is scheduled for Tuesday, March 11, 2014 at 4:00 p.m., City Hall, Room 421.

Department of the Environment, City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103
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Public Comment

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The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agenda item, the Committee is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
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Posted: February 6, 2014



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EDWIN M. LEE
Mayor

DAVID ASSMANN
Acting Director

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL FUNDING COMMITTEE**

MINUTES NO QUORUM

Tuesday, February 11, 2014, 4:00 p.m.

**City Hall, Room 421
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short

The February 11, 2014 Urban Forestry Council's Funding Committee Meeting was cancelled due to a lack of quorum at the meeting. The next meeting of the Urban Forestry Council Funding Committee is scheduled for Tuesday, March 11, 2014 at 4:00 p.m., Room 421, San Francisco City Hall.

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EDWIN M. LEE
Mayor

DAVID ASSMANN
Acting Director

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL FUNDING COMMITTEE**

**NOTICE OF CANCELLED MEETING
Tuesday, March 11, 2014, 4:00 p.m.**

**City Hall, Room 421
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short

The Tuesday, March 11, 2014, 4 p.m. Regular Meeting of the Urban Forestry Council Funding Committee Meeting has been cancelled. The next meeting of the Funding Committee is scheduled for Tuesday, April 15, 2014 at 4 p.m., Room 421, City Hall, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas>

Posted: March 5, 2014

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EDWIN M. LEE
Mayor

DAVID ASSMANN
Acting Director

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL FUNDING COMMITTEE**

**NOTICE OF CANCELLED MEETING
Tuesday, April 8, 2014, 4:00 p.m.**

**City Hall, Room 421
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short

The Tuesday, April 8, 2014, 4 p.m. Regular Meeting of the Urban Forestry Council Funding Committee Meeting has been cancelled. The next meeting of the Funding Committee is scheduled for Tuesday, May 13, 2014 at 4 p.m., Room 421, City Hall, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas>

Posted: April 2, 2014

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EDWIN M. LEE
Mayor

DAVID ASSMANN
Acting Director

**City and County of San Francisco
Regular Meeting Notice and Agenda for the
Urban Forestry Council
Funding Committee**

**Tuesday, May 13, 2014, 4:00 p.m.
City Hall, Room 421
San Francisco, CA 94102**

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Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short

Order of Business

Public comment will be taken before the Council takes action on any item.

1. **Call to Order and Roll Call.**
2. **Approval of Draft Minutes of the February 11, 2014 Urban Forestry Council Funding Committee Meeting.** (Explanatory Document: February 11, 2014 Funding Committee Meeting Draft Minutes) (Discussion and Action)
3. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
4. **Committee Discussion on whether and how to Advocate for Funding of Urban Forestry Needs for Fiscal Year 2014-2015.** (Explanatory Document: Budget Instructions Key Dates and Next Steps) (Discussion)
5. **New Business/Future Agenda Items.** (Discussion)
6. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
7. **Adjournment.**

The next Funding Committee meeting is scheduled for Tuesday, June 10, 2014 at 4:00 p.m., City Hall, Room 421.

Public Comment

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Posted: May 8, 2014





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EDWIN M. LEE
Mayor

DAVID ASSMANN
Acting Director

**City and County of San Francisco
CORRECTED Regular Meeting Notice and Agenda for the
Urban Forestry Council
Funding Committee**

**Tuesday, May 13, 2014, 4:00 p.m.
City Hall, Room 421
San Francisco, CA 94102**

GOVERNMENT
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MAY - 8 2014

Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short

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Order of Business

Public comment will be taken before the Council takes action on any item.

1. **Call to Order and Roll Call.**
2. **Approval of Draft Minutes of the January 14, 2014 Urban Forestry Council Funding Committee Meeting.** (Explanatory Document: January 14, 2014 Funding Committee Meeting Draft Minutes) (Discussion and Action)
3. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
4. **Committee Discussion on whether and how to Advocate for Funding of Urban Forestry Needs for Fiscal Year 2014-2015.** (Explanatory Document: Budget Instructions Key Dates and Next Steps) (Discussion)
5. **New Business/Future Agenda Items.** (Discussion)
6. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
7. **Adjournment.**

The next Funding Committee meeting is scheduled for Tuesday, June 10, 2014 at 4:00 p.m., City Hall, Room 421.

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agenda item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the

Department of the Environment, City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103
Telephone: (415) 355-3700 • Fax: (415) 554-6393

Email: environment@sfgov.org • sfurbanforestcouncil@sfgov.org • www.sfenvironment.org

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comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agenda item, the Committee is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Funding Committee meeting will be held at City Hall, Room 421, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA, 94102. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: soff@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., (2) or at the Urban Forestry Council's meeting website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas> with each agenda or meeting minutes. Photo identification is required for access to the building; (3) upon request to the Council Secretary at the above address, telephone number 415-355-3709, or via e-mail at Monica.Fish@sfgov.org within three business days of a meeting. If any materials related to an item on this agenda have been distributed to the Funding Committee after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available at the meeting website as attachments to the agenda or meeting minutes.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Posted: May 8, 2014



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EDWIN M. LEE
Mayor

DAVID ASSMANN
Acting Director

**City and County of San Francisco
Urban Forestry Council
Funding Committee
Draft Minutes**

**Tuesday, May 13, 2014, 4:00 p.m.
City Hall, Room 421
San Francisco, CA 94102**

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Committee Members: Members Most (Chair), Flanagan, Kida, Sherwin, Short,

Order of Business

Public comment will be taken before the Council takes action on any item.

- 1. Call to Order and Roll Call.** The Urban Forestry Council meeting convened at 4:04 p.m. Present: Council Members Kida, Most, Short. Absent: Members Flanagan (excused), Short (excused)
- 2. Approval of Minutes of the January 14, 2014 Urban Forestry Council Funding Committee Meeting.** (Explanatory Document: January 14, 2014 Funding Committee Meeting Draft Minutes) (Discussion and Action) Upon Motion by Member Short, second by Member Kida, the January 14, 2014 Meeting Minutes were approved. (Ayes: unanimous.)
- 3. Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
- 4. Discuss Whether and How to Advocate for Funding of Urban Forestry Needs for FY 2014-2015:** The Committee will discuss whether and how to advocate for funding of urban forestry needs in FY 2014 and FY 2015. (Discussion)

The Committee discussed the possibility of advocating for urban forestry funding, including testifying at Board of Supervisors Budget Committee meetings. Member Short identified relevant budget hearing dates. The Committee discussed how to get a primer on City budget process information.

- 5. New Business/Future Agenda Items.** (Discussion) There were no new business or future agenda items at this time.

6. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
7. **Adjournment.** The Funding Committee meeting adjourned at 5:15 p.m.

The next Funding Committee meeting is scheduled for Tuesday, June 10, 2014 at 4:00 p.m., City Hall, Room 421.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California 94103 between the hours of 9 a.m. and 5 p.m. Photo identification is required for entry to the building; (2) or may be available at the Funding Committee's meeting website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas> posted with each agenda or meeting minutes, or 3) upon request to the Council Secretary at the above address, telephone number 415-355-3709, or via e-mail at Monica.Fish@sfgov.org. Audio recordings of all meetings can be accessed at the following website <https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios>.

Approved:



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EDWIN M. LEE
Mayor

DEBORAH O. RAPHAEL
Director

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL FUNDING COMMITTEE**

**NOTICE OF CANCELLED MEETING
TUESDAY, AUGUST 12, 2014, 4:00 p.m.**

**City Hall, Room 421
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

Committee Members: Members Flanagan, Kida, Sherwin, Short

The Tuesday, August 12, 2014, 4:00 p.m. Regular Meeting of the Urban Forestry Council Funding Committee Meeting has been cancelled. The next meeting of the Funding Committee is scheduled for Tuesday, September 9, 2014 at 4:00 p.m., Room 421, City Hall, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at Meiling.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas>

Posted: August 8, 2014

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EDWIN M. LEE
Mayor

DEBORAH O. RAPHAEL
Director

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL FUNDING COMMITTEE**

**NOTICE OF CANCELLED MEETING
TUESDAY, SEPTEMBER 9, 2014, 4:00 p.m.**

**City Hall, Room 421
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

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Committee Members: Members Flanagan, Kida, Sherwin, Short

The Tuesday, September 9, 2014, 4:00 p.m. Regular Meeting of the Urban Forestry Council Funding Committee Meeting has been cancelled. The next meeting of the Funding Committee is scheduled for Tuesday, October 14, 2014 at 4:00 p.m., Room 421, City Hall, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas>

Posted: September 4, 2014



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EDWIN M. LEE
Mayor

DEBORAH O. RAPHAEL
Director

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL FUNDING COMMITTEE**

**NOTICE OF CANCELLED MEETING
TUESDAY, OCTOBER 14, 2014, 4:00 p.m.**

**City Hall, Room 421
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

Committee Members: Members Flanagan, Kida, Sherwin, Short

The Tuesday, October 14, 2014, 4:00 p.m. Regular Meeting of the Urban Forestry Council Funding Committee Meeting has been cancelled. The next meeting of the Funding Committee is scheduled for Tuesday, November 11, 2014, a legal holiday and will be either cancelled or rescheduled. An agenda or notice will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas>

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Posted: October 8, 2014

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EDWIN M. LEE
Mayor

DEBORAH O. RAPHAEL
Director

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL FUNDING COMMITTEE**

**NOTICE OF CANCELLED MEETING
TUESDAY, DECEMBER 9, 2014, 4:00 p.m.**

**City Hall, Room 421
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

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Committee Members: Members Flanagan, Kida, Sherwin, Short

The Tuesday, December 9, 2014, 4:00 p.m. Regular Meeting of the Urban Forestry Council Funding Committee Meeting has been cancelled. The next meeting of the Funding Committee is scheduled for Tuesday, January 13, 2015. An agenda or notice will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas>

Posted: December 1, 2014



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Mayor

DEBORAH O. RAPHAEL
Director

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL FUNDING COMMITTEE**

**NOTICE OF CANCELLED MEETING
TUESDAY, JANUARY 13, 2015, 4:00 p.m.**

**City Hall, Room 421
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

Committee Members: Members Flanagan, Kida, Sherwin, Short

The Tuesday, January 13, 2015, 4:00 p.m. Regular Meeting of the Urban Forestry Council Funding Committee has been cancelled. The next meeting of the Funding Committee will be announced. An agenda or notice will be prepared and distributed at least 72 hours prior to the next scheduled meeting. For additional information or to be placed on the agenda mailing list, please contact Monica Fish, Commission Secretary, at (415) 355-3709 or by email Monica.Fish@sfgov.org or Mei Ling Hui, Urban Forestry Council Coordinator at (415) 355-3731 or by email at MeiLing.Hui@sfgov.org. Agendas may also be accessed on the Urban Forestry Council's website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas>

Posted: January 6, 2014

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